



Table 1: Investment Funding Category Documentation and Review Requirements

A Mandatory Reference for ADS Chapter 577

Partial Revision Date: 06/20/2016
Responsible Office: M/CIO/PAD
File Name: 577maa_062016

Table 1 – Investment Funding Category Documentation and Review Requirements

Investment Funding Category 1: USAID/W OE, CIF, and Cost Recovery-Funded IT (used for USAID operations)

Investment Level and Definition	Role of ADS 577.3.4.2, ITSS Decision Criteria	Who Must Review the Investment	Who Must Approve or Select	Documentation Required	Frequency of Reviews
Level I: Less than \$100K over three years	Supplemental best practice	M/CIO	M/CIO	PID (at request of CIO)	Quarterly
Level II: \$100K - \$1 million over three years – and non-major	Supplemental best practice	M/CIO	M/CIO	PID (at request of CIO)	Quarterly
Level III: Greater than \$1 million over three years and is not a major investment as determined by OMB	Mandatory	ITSS and M/CIO	BTEC	PID, independent line on Exhibit 53	Quarterly by ITSS or immediately if the variance in cost or schedule goals is greater than 10%
Level IV: Greater than \$1 million over three years and is a major investment as determined by OMB	Mandatory	ITSS and M/CIO	BTEC	PID, OMB Exhibit 300, independent line on Exhibit 53	Quarterly by ITSS or immediately if the variance in cost or schedule goals is greater than 10%

Investment Category 2: USAID/W and Mission Program-Funded IT (used for USAID operations or within USAID Missions and offices)

Life-Cycle Cost	Does ADS 577 Apply?	Role of ADS 577.3.4.2, ITSS Decision Criteria	Who Must Review the Investment	Who Must Approve or Select	Role of ITSS	Documentation Required	Frequency of Reviews
\$100K or less over life-cycle	Yes	Suggested as a supplemental best practice	M/CIO (see ADS 546 and 548)	Consensus by sponsoring office and M/CIO	None	PID and see ADS 548 for technical review requirements (at request of CIO)	Based on program funding review cycle
More than \$100K over life-cycle	Yes	Suggested as a supplemental best practice	M/CIO (see ADS 546 and 548)	Consensus by sponsoring office and M/CIO	None	PID and see ADS 548 for technical review requirements (at request of CIO)	Based on program funding review cycle

Investment Category 3: Mission OE-Funded IT (for USAID operations)

Life-Cycle Cost	Does ADS 577 Apply?	Role of ADS 577.3.4.2, ITSS Decision Criteria	Who Must Review the Investment	Who Must Approve or Select	Role of ITSS	Documentation Required	Frequency of Reviews
\$100K or less over a three-year life cycle	Yes	Suggested as best practice	M/CIO (see ADS 546 and 548)	Mission sponsor must approve the expenditure USAID ISSO must approve installation of software once acquired.	None	PID (at request of CIO)	Based on Mission funding review cycle

Life-Cycle Cost	Does ADS 577 Apply?	Role of ADS 577.3.4.2, ITSS Decision Criteria	Who Must Review the Investment	Who Must Approve or Select	Role of ITSS	Documentation Required	Frequency of Reviews
Greater than \$100K over a three-year life cycle	Yes	Suggested as best practice	M/CIO (see ADS 546 and 548)	CIO approval. However, where the Agency has a trained systems manager assigned, the Mission sponsor is authorized to approve the expenditure. The USAID ISSO must approve installation of acquired software.	None	PID (at request of CIO)	Based on Mission funding review cycle

Investment Category 4: USAID/W and Mission Program-Funded IT (not used for USAID operations nor within USAID Missions or offices)

Life-Cycle Cost	Does ADS 577 Apply?	Role of ADS 577.3.4.2, ITSS Decision Criteria	Who Must Review the Investment	Who Must Approve or Select	Role of ITSS
Any amount	No Refer to ADS 200 - 203	Supplemental best practice	Determined by Mission or Bureau procedures	Determined by Mission or Bureau procedures	None

577maa_062016